

VENDOR INFORMATION
TEMPORARY FOOD SERVICE EVENTS

APPLICATION TO CONDUCT A TEMPORARY FOOD SERVICE ESTABLISHMENT

1. EVENT NAME: _____

2. FOOD BOOTH VENDOR:

Address: _____
City: _____ State: _____ Zip: _____

Booth Contact Person:

Phone Numbers:
Home _____ Work _____ FAX _____

3. BOOTH WILL OPERATE: Date _____ Time _____
to Date _____ Time _____

4. IF YOU ARE AN OUT-OF-TOWN VENDOR, YOU MUST MAKE ARRANGEMENTS WITH A LOCAL (WITHIN 30 MINUTES OF THE EVENT) LICENSED COMMISSARY FOR WAREWASHING, FOOD PPREPARATION, AND FOOD STORAGE - AN APPROVAL LETTER FROM A REPRESENTATIVE OF THAT FACILITY MUST BE ATTACHED:

NAME OF ESTABLISHMENT: _____

ADDRESS: _____

PHONE: _____

CONTACT AT THAT LOCATION: _____

5. LIST ALL MENU ITEMS AND CHECK APPROPRIATE BOX.

Menu item - list potentially hazardous ingredients	Cooling Required before event?	Cold Holding at the event?	Hot Holding at the event?
Example: Potato Salad - potato, eggs	X	X	
1			
2			
3			
4			
5			
6			
7			
8			
9			

Only LIMITED preparation is allowed on-site. All slicing, dicing, and washing of raw produce must be done in a licensed commissary. No raw meat, poultry, fish, or eggs can be prepared on-site.

6. What food handling/storage equipment will be used at the event? List not only the type of equipment but also how it will be used to maintain food safely. (An example would be cooler filled with ice for cold holding)

7. How will cold and/or hot foods be maintained at proper temperatures during transportation to the booth?

8. Will leftover food be handled and stored for next day use? YES / NO
If YES, how? (List cooling & reheating procedures, equipment used and storage location.)

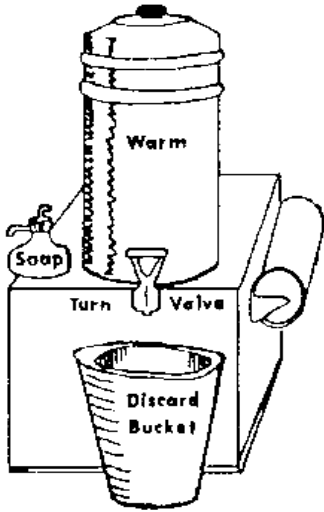
9. For events lasting more than 4 hours, describe where and how frequently utensils and equipment will be washed and sanitized? (It is recommended for one-day events, that vendors bring **extra utensils.**)

10. What type of surface will be used for flooring at the booth? (Floors must be constructed of easily cleanable materials.)

11. Indicate source and storage of water and ice supply?

12. How and where will liquid and solid waste be disposed?

13. Describe location and type of required hand washing set-up at your booth.



I HEREBY AGREE TO COMPLY WITH THE RULES AND REGULATIONS GOVERN- ING THE SANITATION OF FOOD SERVICE ESTABLISHMENTS IN THE STATE OF COLORADO. IF MY FOOD SERVICE FACILITY IS INSPECTED BY THE CITY OF ASPEN ENVIRONMENTAL HEALTH DEPARTMENT AND FOUND TO BE IN VIOLATION OF ANY CRITICAL ITEM ADDRESSED IN THESE RULES OR REGULATIONS, I WILL IMMEDIATELY CEASE FOOD SERVICE OPERATIONS UNTIL AUTHORIZED TO RESUME BY THE CITY OF ASPEN ENVIRONMENTAL HEALTH DEPARTMENT.

APPLICANT: _____ DATE: _____